

JOB VACANCY

WHERE: Tucumcari Head Start & Early Head Start
POSITIONS: Enrollment Outreach Worker
OPENING DATE: 3/22/2022
DEADLINE: UNTIL FILLED
CONTACT: Tucumcari Head Start/Early Head Start
210 West Center
1608 South Rock Island
www.epcaa.org

Enrollment Outreach Worker - Entry Wage \$13.66 per hr.

MINIMUM QUALIFICATIONS:

1. At least 18 years of age.
2. High School Diploma or General Equivalency Diploma.
3. Two (2) year work experience in computer use.
4. Valid New Mexico driver's license, clear driving record and own transportation.
5. Able to be cleared through NM State Licensing Bureau requirements for employment in childcare.
6. Ability to travel out of town to conduct or complete job responsibilities.
7. Able to Provide Documentation of COVID Vaccine's or Medical/Religious Exemption.

PREFERRED:

1. Associates or Bachelors in Business Administration, ECE or related field.

EQUAL OPPORTUNITY EMPLOYER

Applications available at:
NM Workforce Connection –
www.jobs.state.nm.us
www.epcaa.org